



# MONROE CITY COUNCIL

Regular Business Meeting  
Tuesday, July 14, 2020, 7:00 P.M.  
Zoom Online Meeting Platform

**Mayor**  
*Geoffrey Thomas*

**Councilmembers**  
*Ed Davis, Mayor Pro Tem;  
Patsy Cudaback; Kevin Hanford;  
Jason Gamble, Jeff Rasmussen;  
Kirk Scarboro, & Heather Rousey*

## MEETING MINUTES

### CALL TO ORDER

1. Virtual Participation Information

The City Council meeting was held virtually via Zoom Meeting. Due to the COVID-19 pandemic, and Proclamation 20-28.6 issued by Governor Jay Inslee, in-person attendance is not permitted at this time.

Mayor Thomas called the meeting to order at 7:02 p.m.

### ROLL CALL

Councilmembers present:

Davis<sup>1</sup>, Cudaback, Gamble, Rasmussen, and Rousey.

Mayor Thomas noted, without objection, the excused absence of Councilmembers Hanford and Scarboro. No objections were noted.

Staff present:

Pfister, Knight, Hasart, Farrell, Feilberg, Jolley, Warthan, Roberts, Swanson, Huebner, Adams, Lande, and City Attorney Lell.

### PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Councilmember Cudaback.

### ANNOUNCEMENTS/PRESENTATIONS

1. Presentation: Snohomish County Sports Commission, 2019 Annual Report  
(Tammy Dunn, Executive Director)

Tammy Dunn, Snohomish County Sports Commission Executive Director, led Council through a PowerPoint presentation highlighting the following topics included in the 2019 Annual Report:

- County sports tourism impact
- 2019 Monroe events
- Monroe sports tourism impact
- 2020 Monroe events
- Impact of COVID-19
- SCSC Board of Directors

### PUBLIC COMMENTS

This time is set aside for members of the public to speak to the City Council on any issue related to the City of Monroe; except any quasi-judicial matter subject to a public hearing. Three minutes will be allowed per speaker.

There were no comments from the public.

### CONSENT AGENDA

1. Approval of the Minutes: June 9, 2020, Regular Business Meeting
2. Approval of the Minutes: June 16, 2020, Study Session
3. Approval of AP Checks and ACH Payments

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<sup>1</sup> Councilmember Davis joined the meeting at 7:06 p.m.



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4. Approval of Payroll Warrants and ACH Payments
5. AB20-094: Approval of Resolution 010/2020 Declaring Sole Source – Wastewater Treatment Plant Odor Scrubber Media (J. Lande)
6. AB20-095: Wave Fiber Master Services Agreement and Dark Fiber Order (B. Warthan)
7. AB20-096: Authorize the Mayor to sign an Agreement for Services with MIG, Inc. for Parks, Recreation & Open Spaces (PROS) Plan Update (D. Johns)
8. AB20-097: Authorize the Mayor to sign Second Amendment to Interlocal Agreement for the North Sound Metro Special Weapons and Tactics (SWAT)/Crisis Negotiation Team (CNT) (J. Jolley)
9. AB20-098: Resolution 011/2020 Updating the City's Procurement Policies and Procedures (B. Hasart)
10. AB20-099: Authorize the Mayor to Execute Addendum No. 2 to the Consultant Agreement with Golden Rule, LLC for Business Recruitment, Retention, and Expansion (D. Knight)
11. AB20-100: 2020-2021 Lodging Tax Advisory Committee Appointments (R. Huebner)
12. AB20-101: Authorize the Mayor to Execute Addendum No. 1 to the Consultant Agreement with The Other Company (Anne Pflug) and Karen Reed, LLC for the Municipal Court Assessment (D. Knight)
13. AB20-102: Confirmation of Emergency Executive Order No. 2020-008 (COVID-19) (B. Swanson)
14. AB20-103: Approve Purchase and Authorize the Mayor to Sign Right-of-Way Deed, Easements, and Associated Documentation of Parcels 12, 18, 19 and 20 for Chain Lake Road Phase 2a (Non-Motorized Pedestrian Path) (S. Peterson)
15. AB20-104: Authorize the Mayor to Execute an Amendment to the Consultant Agreement with EnviroIssues for Professional Services and Retention (D. Knight)
16. AB20-105: Authorization to Submit Grant Applications for Emergency Shelter (D. Knight)

Councilmember Rasmussen moved to approve the consent agenda. The motion was seconded by Councilmember Cudaback. On vote, motion carried 5-0.

### NEW BUSINESS

1. AB20-106: City Council Rules of Procedure Update (B. Hasart)

Becky Hasart, Finance Director and Interim City Clerk, provided background on AB20-106, and explained the updated portion related to remote participation.

Councilmember Cudaback moved to amend Monroe City Council Rules of Procedure adding Section 3.1.6 which provides for the ability to attend City Council meetings remotely. The motion was seconded by Councilmember Gamble. On vote, motion carried 5-0.

2. AB20-107: Wastewater Treatment Plant (WWTP) Engineering Report Alternatives Review (J. Lande)

John Lande, WWTP Manager, provided background information on AB20-106, and introduced Chris Stoll with Kennedy Jenks, who led Council through a PowerPoint presentation highlighting the following topics:

- WWTP current state
- Reasons for WWTP engineering report
- Summary of capital improvement projects (CIP)
- Biological/secondary process upgrades
- Biosolids program update
- Alternatives comparison
- Sewer rate analysis
- Recommendation
- Summary of methodology



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- Summary of capital improvement project costs
- Engineer's recommendations

Discussion ensued related to the following topics: alternatives comparison; CIP costs; total and lifecycle.

Councilmember Rasmussen moved to accept the Kennedy Jenks and staff recommendation for CIP 3 and CIP 5 as the preferred options adopted in the Wastewater Treatment Plant Engineering Report. The motion was seconded by Councilmember Davis. On vote, motion carried 5-0.

### COUNCILMEMBER REPORTS

Councilmember Cudaback commented on Governor Jay Inslee's press conference held earlier in the day; and wants everyone to stay healthy.

Councilmember Rasmussen echoed Councilmember Cudaback's comments; and commented on the unfortunate events regarding the Bothell Police Officer who lost his life in the line of duty.

Councilmember Rasmussen noted that he will not be at the July 21, 2020 Council meeting.

### STAFF/DEPARTMENT REPORTS

#### 1. Parks & Recreation (M. Farrell)

Mike Farrell, Parks & Recreation Director, noted the report included in the packet materials; provided an update on the Frylands Boulevard sidewalk & trail system connection; thanked the Parks crew for their efforts with the median plantings; and reported on weekly Washington Recreation & Parks Association (WRPA) meetings.

#### 2. Police Department (J. Jolley)

Police Chief Jolley reviewed the report included in the packet materials; and commented on the Department's response to the Bothell event that included the loss of an Officer.

#### 3. Public Works (B. Feilberg)

Brad Feilberg, Public Works Director, reviewed the report included in the packet materials.

### MAYOR/ADMINISTRATIVE REPORTS

#### 1. City Administrator Update (D. Knight)

Deborah Knight, City Administrator, reported on the following topics:

- Extended agenda.
- July 21, 2020 special meeting of the Public Safety Committee.
- Whether to hold a Study Session on August 4, 2020, that was previously cancelled due to National Night Out; consensus of the Council was to hold a meeting; Councilmember Cudaback will not be available.



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- Urban Growth Area (UGA) expansion request from property owners Mr. & Mrs. Davis; consensus of the Council was to not move forward.
- 2. Mayor's Update/Monroe This Week (July 10, 2020, Volume 6, Edition 26)(Mayor Thomas)
  - Proclamation: Parks & Recreation Month

Mayor Thomas noted the MTW and Parks & Recreation Month Proclamation included in the packet materials; and reported on the following topics:

- Request for meeting from residents in the Eaglemont neighborhood via County Councilmember Sam Low regarding the no shooting zone just outside the city limits. Mayor Thomas asked Council to reach out to him if they wish to participate.
- Upcoming meeting with Father Bloom and members of the congregation at St. Mary's of the Valley.
- Police Department training, practices, and policies. Response from Chief Jolley has been forwarded to Council.
- Fireworks complaints; and potential policy conversation.

### ADJOURNMENT

Mayor Thomas noted that the City Council would be holding a Closed Session after adjournment of the Regular City Council meeting to discuss Collective Bargaining pursuant to RCW 42.30.140(4)(a). Meeting to discuss Collective Bargaining is allowed and not subject to the Open Public Meetings Act.

There being no further business, the motion was made by Councilmember Rasmussen and seconded by Councilmember Cudaback to adjourn the meeting. On vote, motion carried 5-0.

**MEETING ADJOURNED: 8:02 p.m.**

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Geoffrey Thomas, Mayor

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Gina Pfister, Deputy City Clerk